

CONFIDENTIAL
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TO : Advisor for Management

DATE: 23 February 1951

FROM : Chief, Classification & Wage Adm. Division

SUBJECT: Request for T/O Revision

Reference is made to page 12 of the Administrative Services Office T/O, dated 12 January 1951.

Based on classification review, it has been determined that the table of organization should be amended as follows:

General Services Division
Records Management & Distribution Branch
Administrative Files Section

Mail & File Clerk GS-4 in lieu of File Clerk GS-3

CONCURRENCE

25X1

25X1

ILLEGIB

25X1

Dep. Chief, Adm. Services Office

OK

25X1

#175
3/12/51

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